

## SELECTBOARD MEETING

### *Approved Minutes*

September 23, 2013

7:00pm Calais Town Hall

**Attending:** Denise Wheeler, John Brabant, Scott Bassage, Toby Talbot, Rose Pelchuck, Donna Fitch, Will Walters, Alfred Larrabee, Stephanie Kaplan, Cy Lambertson, Bob Corson, Grant Orenstein, Trey Martin, Syver Rogstad, Barbara Butler, Rowan Jacobsen, Pam DeAndrea, Gail Graham, Chris Cochran, Stephanie Smith, Peggy Bowen, Barbara Weedon, Mike Garand, Eddie Walbridge, Donald Singleton, Pat Finnie Steve Hart and Rick Purchase.

### **Actions:**

Approval of the September 9<sup>th</sup> Meeting Minutes – Toby Talbot made a motion to approve the Minutes as written. The motion was seconded, voted on and carried 5-0.

Town Invoices and Road Commissioner's Orders of the Day - The Selectboard reviewed and processed the invoices and orders of the day as per usual protocol.

Washington County Sheriff Contract – Washington County Sheriffs, Sam Hill and Bret Meyer, met with the Selectboard to discuss the annual contract for services. In the past year, we spent \$1,900.00 of the budgeted \$2,500.00 for sheriff services. We brought in \$2,700.00 in ticket revenue. Sam Hill passed around some data showing where the tickets were issued. They are usually in town patrolling two or three times a month. Bret Meyer noted speeds are up in all the contract towns. They would notify the Selectboard if they discovered an area where there were not posted speed limit signs. Sam Hill said the speed carts are a good reminder to keep people within the speed limits. Bret Meyer said the Regional Planning Commission could determine proper speed limits in towns and/or assist the town to do it. Scott Bassage made a motion to approve the Washington County Sheriff Contract for \$2,500.00 for FY 2014 that began July 1<sup>st</sup>. The motion was seconded, voted and carried 5-0.

Municipal Planning Grant for Conservation Commission - Pam DeAndrea said the town didn't get the grant last year so they are reapplying again this year. In order to get the \$20,000.00 grant for a natural resources inventory, Calais needs to kick in \$6,000.00. Donna Fitch agreed to be the alternate town official to sign the grant application. Stephanie Kaplan said there is a real need for a natural resources inventory; the recently approved village center designation will hopefully give the town more points. Denise Wheeler noted Jack Russell, Planning Commission Chair, said we really need this to move forward. The Conservation Fund Guidelines list this matching funds expenditure as an appropriate use of the Conservation Fund. Scott Bassage asked about timing and Pam said the awards are issued in December. Scott Bassage asked if the matching funds could be found somewhere else. Scott noted the main purpose of the Conservation Fund is to conserve land. Pam agreed this fund is a town wide fund, not just the Conservation Commission's. Scott Bassage made a motion to apply for the Municipal Planning Grant with the source of the matching funds to be determined at a later date. The motion was seconded, voted and carried 5-0.

Appointments to Various Boards, Committees and Commissions – Rolf Mueller recommended the Webmaster name be changed to Web Manager. Rolf Mueller requested to postpone the appointment to web manager. Scott Bassage is the present Web Manager.

Conservation Commission - Grant Orenstein expressed interest in serving on the Conservation Commission. After giving a few words about why he would like to serve the town in this capacity, Scott Bassage made a motion to appoint Grant Orenstein to the Conservation Commission to fill the unexpired term of Anne Connor, term expires in 2014. The motion was seconded, voted and carried 5-0.

Conservation Commission – Grant Orenstein reported his intention to apply for a Mapping Grant available through the State Geological Survey for mapping ground water resources. Denise Wheeler advised

Grant to get a statement of purpose prior to the next Selectboard meeting.

WEC re: Sayers property on Upper Road – Steve Hart from Washington Electric Co-op came before the Selectboard to discuss the installation of a new pole and underground electrical service for a camp that is being converted to full year residence that desires electrical service. Steve Hart wanted to inform the Selectboard and get public input about the project. Steve spoke to neighbors in the area and offered to have a site visit with them.

Roads Discussion: – another perspective on what we are doing. Denise Wheeler opened the floor for organized discussion. Gail Graham said it was a big surprise to her, what is the need since we have a Road Commissioner? Is this proposed hiring of a manager imminent? Denise Wheeler said we have to review the job descriptions. Denise spoke about the work of the Roads Advisory Committee. Gail Graham cited safety issues, in her view, on Adamant Road, people drive too fast. Gail wishes something could be done about fast cars and wishes a compromise could be reached so that something could be done on Adamant Road. Gail sees this (hiring a manager) as another layer; trouble with budgets and how are we going to budget for this position? John Brabant provided input and how the Selectboard worked with Rich Kehne in forecasting capital expenditures. Denise Wheeler spoke about the useful expectancy of heavy equipment. Patrick Finnie asked questions that were answered. Patrick Finnie spoke about the email letter from Bill Davis and agrees with Bill's point of view. Cy Lamberton hopes the money is not coming from gravel because we need the gravel. Cy Lamberton urged the Selectboard to meet with the road crew a few times a week, stop by the garage and have good communication. Denise Wheeler said she would stop by now that she is retired and she did last week. Don Singleton said the road crew doesn't need another a boss and noted how Cy Lamberton helped with the grants. "If there's any extra money, spend it on cutting edges for the grader," Don said. Mike Garand said that Adamant Road is getting tagged for all the hoopla that's going on in town. Mike said, "The Adamant Road project wasn't handled the right way." Some suggestions from the townspeople are crazy; Mike said the road people need to bend (referring to Roads Advisory Committee). The whole subject has blown this all out of control. Mike commended the Selectboard for it (keeping the tree canopy on Adamant Road). Overseeing a road crew is just a matter of managing your time (being away from the road crew to do necessary paperwork). Mike Garand hopes this Adamant thing fizzles down – communication is key. John Brabant said the Selectboard is trying to find the balance and slowing things way down; no change comes easily and it needs to be done thoughtfully. John was pleased with the community turn out this evening. Mike Garand said it is a good idea to take the Tree Warden with you and talk to the people who live near where you are working on a road project.

Roads Advisory Committee Update – Stephanie Kaplan reported they had a meeting; subcommittee reports were reviewed and more questions were raised and they go back and find the answers. The next meeting is Thursday, October 3<sup>rd</sup> at 8:00pm at the Town Office and the public is invited. John Brabant explained how we impact the health of Lake Champlain with road sentiment. John said, "We are trying to learn, be creative and find solutions."

Employee Health Care options for 2014 – Donna Fitch provided detailed information on some options available, although there is not a plan offered exactly like the current health plan that covers town employees. Donna is going to figure out the maximum (total cost with max co-insurance). Toby Talbot said the town will provide healthcare but we don't know what the exact cost is going to be. Donna Fitch praised BC/BS for the information they have provided. Larry Smith, VLCT Representative, is very busy but offered to be available for any questions.

GAR Road re: Quote for Legal Services – Denise Wheeler spoke to Rob Halbert, Esq. to obtain an estimate for what it would cost to review records about GAR Road. John Brabant asked Denise to contact John Klesh, Esq. since roads are his area of expertise and he resolved the Wheeler Road issue. Peg Bowen, Women's Relief Corp Treasurer, reported she has had three different attorneys working on it with data that goes back from 1887. Barbara Butler would like to get in the loop about GAR Road since she owns property on both sides of the road and uses it as a driveway.

Consolation of CVRPC and CVEDC – John Brabant and Denise Wheeler attended the public informational meeting on September 10<sup>th</sup> regarding consolidating the Regional Planning Commission and the Economic Development Corporation. John Brabant provided a summary. Scott Bassage made a motion to instruct Rolf Mueller, Calais delegate to the CVRPC to vote no on the merger. The motion was seconded, voted on and carried 5-0.

Roads Commissioner Update – Alfred Larrabee reported that the Kent Hill Road project to remove clay boils would be done by the end of this week. Matt on Stillbrook Road requested some work be done on Stillbrook Road, a Class 4 Road. Denise Wheeler told Alfred the person needs to come to the Selectboard to discuss the project and tell us what he wants to do. Alfred already told him that he needs to fill out an application to obtain a permit to work in the Town's Right-of-Way. Scott Bassage requested some fill be put at the recycle center due to heavier trucks coming in to pick up the dumpsters and having a hard time turning around.

Denise Wheeler reported she went to the town garage last week and spent a few hours there working on setting up the laptop computer. Tom Frost will be asked to go up and set the laptop up the proper way. Denise also noted the office at the town garage needs a longer table.

Road Commissioner Job Description Discussion – Denise Wheeler made a motion to go into Executive Session in accordance with 1 V.S.A. subsection 313 (a) (1) for the purpose of discussing personnel matters relating to job descriptions with Alfred Larrabee, Road Commissioner, and Donna Fitch, Town Clerk & Treasurer. The motion was seconded, voted and carried 5-0. The regular session resumed at 10:22pm. Denise Wheeler stated there was nothing to publicly report.

Tentative Agenda for October 14<sup>th</sup> Meeting

- Healthcare plan for town employees
- Budget profit and loss update from Donna Fitch
- Legal quote for reviewing GAR Road documents: John Klesh, Esq.

John Brabant made a motion to adjourn at 10:25pm. The motion was seconded, voted and carried 4-0. (Toby Talbot left the meeting prior to the vote.)

Respectfully submitted,

Rose Pelchuck  
Selectboard Member and Administrative Assistant